



HUI KĀPEHE PROGRAM

The Kahoʻolawe Island Reserve Commission (KIRC) Hui Kāpehe Program in partnership with UH Maui College (UHMC) is a Native Hawaiian Career and Technical Education Project sponsored by ALU LIKE, Inc. and funded through a grant from the U.S. Department of Education. The program offers diverse trainings in five areas to assist program participants in building their skill sets and opening up a broader range of possibilities in the job market.

The program goals are to:

- (1) **Expand** Native Hawaiian students' career opportunities in CTE programs;
- (2) **Produce** graduates who value the importance of being productive, contributing citizens in their communities and society at large; and
- (3) **Provide** students with industry-standard experience that will boost the students' marketability and employability in training-related areas.

THE KAHOʻOLAWA ISLAND RESERVE COMMISSION (KIRC)

Established by the Hawaiʻi State Legislature in 1993, the mission of the Kahoʻolawe Island Reserve Commission (KIRC) is to implement the vision for Kahoʻolawe Island in which the kino (body) of Kahoʻolawe is restored and nā poʻe o Hawaiʻi (the people of Hawaiʻi) care for the land. The organization is managed by a seven-member Commission and a committed staff specializing in five core programs: Ocean, Restoration, Culture, Operations, and Administration.

The OCEAN Program manages all marine resources within the Reserve. The RESTORATION Program restores native, land-based habitats and watersheds. The CULTURAL Program provides for the expansion of meaningful, cultural use of the island. The OPERATIONS Program provides transport, maintenance, manpower and safety. The ADMINISTRATION Program manages volunteers, GIS, outreach, collections, fund development, finances and human resources.

PROGRAM INFORMATION & REQUIREMENTS:

- Fifty (50) applicants will be accepted into the Hui Kāpehe Program each year
- Participants are required to complete 225 hours of program relevant training by passing approved credited or non-credited vocational courses with a "C" or better.
 - a) UH college students will receive **225 training hours** for one (1) approved CTE course*.
 - b) Non-students can accrue training hours through a combination of certification courses offered by the KIRC and approved non-credited vocational courses.
- Participants are required to complete 100 internship hours comprised of training in leadership and professional development over the course of the program. The 100 hours will be broken down into the following categories :
 - a) Career Exploration & Career Readiness (minimum of 25 hours): Attend workshops, excursions, lectures, conferences, trade shows, etc., relevant to the intern's intended major. Attend career

readiness workshops at your college or university (i.e. Resume Building, Interview Prep, Scholarship Submission).

- b) Community Service (minimum of 25 hours): Service can be fulfilled with a combination of KIRC events and other organizations. Services filled with other organizations will require prior consent from program staff.
- c) Professional Development (minimum of 50 hours): These hours can be fulfilled by training and internship within the KIRC's five (5) core areas: Health & Safety, Marine Resource Management, Land Resource Management, Cultural Education and Information Management System.

*(An **\$800 stipend** will be received upon successful completion of the program)*

WHO MAY APPLY

- Current State of Hawai'i residents, 18 years of age (by end of recruitment period – May 2018) or older
- Preference is given to applicants of Hawaiian ancestry to the extent permitted by law
- Must be in good physical health, able to endure harsh environmental conditions, and able to swim
- Must be capable of backpacking 5 miles or hiking 10 miles, willing to camp, work irregular hours under challenging conditions, and have good hearing and eyesight.

HOW TO APPLY

1. **COMPLETE** the attached Hui Kāpehe Program Application
Please make sure that all sections of the application are completed. Failure to do so may disqualify your application.
2. **SUBMIT** the following documents:
 - Proof of Hawaiian Ancestry (Birth Certificate, OHA card, or Hawaiian Ancestry Verification letter)
 - To obtain an OHA card, visit: <http://www.oha.org/registry>
 - To obtain a Hawaiian Ancestry Verification letter, visit: <http://apps.ksbe.edu/datacenter/>
 - Copy of Hawaii Driver's License or State ID
 - Copy of UH Student ID (if a UH college student)
 - Unofficial College Transcript with Current Class Schedule (if a UH college student)
3. **TURN IN** application and supporting documents by one (1) of the following methods:
 - In Person at UH Maui College, Ka Lama Building, Room 101
 - By Mail to UH Maui College - Hui Kāpehe, 310 W. Kaahumanu Avenue, Box #220, Kahului, HI 96732
 - By Email to huikapehe@gmail.com, enter "**Hui Kāpehe Application**" in subject line
 - By Fax **(808) 984-3600**, enter "**Hui Kāpehe Application**" in subject line

For more information, please contact Hui Kāpehe Internship Coordinator

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| <p>Crystal Ceballos Phone: (808) 984-3239 Email: cceballo@hawaii.edu Office: Ka Lama 101</p> |
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Date Received: _____
Staff Initials: _____

HUI KĀPEHE PROGRAM APPLICATION

Section I. CONTACT INFORMATION

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|----------------------------------------|-------------------------------------------------------------|----------------------|--------|-------------------------|
| Name: <small>Last</small> | | <small>First</small> | | Date: |
| Mailing <small>Street/P.O. Box</small> | | Apartment/Unit# | | |
| Address: <small>City</small> | | <small>State</small> | | <small>Zip code</small> |
| Phone: | <input type="checkbox"/> Cell <input type="checkbox"/> Home | () | Email: | |

Section II. PERSONAL INFORMATION

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|----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <input type="checkbox"/> Female <input type="checkbox"/> Male | <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed | Date of Birth: |
| Are you a Hawaii resident? <input type="checkbox"/> Yes <input type="checkbox"/> No | | If No, State of Residence: |
| Proof of Hawaiian Ancestry: <input type="checkbox"/> Birth Certificate <input type="checkbox"/> OHA Registry <input type="checkbox"/> Other: | | |
| Ethnicity: <small>(check all that apply)</small> | <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian (Part) <input type="checkbox"/> Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Refuse to answer <input type="checkbox"/> Other: | |
| Are you a single parent? <input type="checkbox"/> Yes <input type="checkbox"/> No | # of Children: | Age(s): |
| Living Status: | Transitional Housing Assistance: <input type="checkbox"/> Yes <input type="checkbox"/> No | Food Stamps or TANF Benefits: <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | Subsidized Housing Assistance: <input type="checkbox"/> Yes <input type="checkbox"/> No | Previously Incarcerated: <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Are you a veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No | Do you have reliable transportation? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Do you have computer access? <input type="checkbox"/> Yes <input type="checkbox"/> No | Do you have internet access? <input type="checkbox"/> Yes <input type="checkbox"/> No | |

Section III. EDUCATION INFORMATION

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|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-------------------------------------------------|---------------------------------------------------|
| Education Degree(s) Received: <small>(check all that apply)</small> | <input type="checkbox"/> High School Diploma <input type="checkbox"/> GED or Equivalent <input type="checkbox"/> Associate Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctoral Degree | | | |
| College: <small>Name of College/University</small> | <small>City</small> | <small>State</small> | <small>Zip code</small> | |
| <small>Degree being sought</small> | <small>Major/Program of Study</small> | <small>Expected Date of Graduation</small> | <small>Current GPA</small> | |
| <small>School Email (@hawaii.edu)</small> | Student Status: | <input type="checkbox"/> ¼ time 3 – 5 credits | <input type="checkbox"/> Part time 6 credits | <input type="checkbox"/> ¾ time 9 – 11 credits |
| Are you receiving Financial Aid assistance? <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Full time 12 or more credits | | | |
| Are you the first in your family to attend post-secondary school or college? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | |
| High School: <small>Name of High School/GED or Equivalent</small> | <small>City</small> | <small>State</small> | <small>Zip code</small> | |

Section IV. EMPLOYMENT INFORMATION

| | |
|------------------------------------------------------------------------------------|---------------------------|
| Are you employed? <input type="checkbox"/> Yes <input type="checkbox"/> No | If Yes, Name of Employer: |
| Work Status: <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time | Job Title: |

Mahalo for your interest and applying for the Hui Kāpehe Program. To assist in processing your application in a timely manner, please ensure all sections are completed and supporting documents are submitted.

I certify that the information provided above are true and complete to the best of my knowledge.

Signature: _____ Date: _____

Section V. HOW TO SUBMIT APPLICATION

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| In Person: | UH Maui College Ka Lama Building, Room 101 | Email: | huikapehe@gmail.com |
| By Mail: | UH Maui College – Hui Kāpehe 310 W. Kaahumanu Avenue, Box #220, Kahului, HI 96732 | Fax: | (808) 984-3600 |